

**TOWN OF NORTHFIELD
BOARD OF SELECTMEN
Minutes of March 12, 2007**

- I. **ROLL CALL:** Selectmen Melvin Adams, Roger LeClair, Kenneth Johnson, Charles Morse, and Gregory Sanders. Also present were Town Manager Nanci Allard, Clerk Samantha Baraw, Lister Stephen Hatch, Lister Charlene Lathrop, former Lister Phyllis Murphy, Lister Chris Bradley, Village Trustee Jim Wilson, Ambulance Supervisor Jim Baraw, Warren Hagy, and Kathleen Lott (*Northfield News & Transcript*).

Manager Allard called meeting to order at 7:01 p.m.

II. **ORGANIZATIONAL MEETING OF THE BOARD**

- a. **Election of Chair.** Motion by Selectman Morse, seconded by Selectman LeClair, to appoint Melvin Adams as Chair. **Motion passed 4-0-1, with Selectman Adams abstaining.**
- b. **Election of Vice-Chair.** Motion by Selectman Morse, seconded by Selectman Johnson, to appoint Roger LeClair as Vice-Chair. **Motion passed 4-0-1, with Selectman LeClair abstaining.**
- c. **Committee Appointments**
 - 1. **Highway Committee:** Selectmen LeClair and Johnson were appointed.
 - 2. **Inter-Local Agreement Committee:** Selectmen Morse and Sanders were appointed.
 - 3. **Joint Management Subcommittee:** Selectmen Johnson and LeClair were appointed.
 - 4. **Town/Village Merger Committee:** Selectmen Adams and Sanders were appointed.
 - 5. **Labor Agreement and Bargaining:** Selectman Morse was appointed.
- d. **Regular Meeting Schedule:** The Board will meet on the 2nd and 4th Mondays of the month except in May 2007 when, due to the Memorial Day holiday, the regular meetings will be held on the 1st and 3rd Mondays.
- e. **Official Newspaper(s):** The *Times Argus* and the *Northfield News & Transcript* were appointed as the official newspapers.

III. **APPROVAL OF MINUTES**

- a. **February 26, 2007 (Regular Meeting).** Minutes were approved by consensus. **Motion passed 5-0-0.**

IV. **APPROVAL OF BILLS**

- a. **Warrant #18-07.** Motion by Selectman Johnson, seconded by Selectman Morse, to approve Warrant #18-07 in the amount of \$49,887.03. **Motion passed 5-0-0.**

V. **PUBLIC PARTICIPATION:** None.

VI. **MANAGER'S REPORT**

- a. **Status Reports: Various Projects**
 - 1. **Used Police Vehicles.** Two (2) used police vehicles, a 1999 Crown Victoria and a 1999 Chevy Blazer, were put out to bid. There were bids for the Crown Victoria (high bid of \$701.00) but not for the Chevy Blazer, as the advertisement had a specified minimum bid amount for the latter. The Chevy Blazer will be put out to bid again without a minimum bid amount. Motion by Selectman Johnson, seconded by Selectman Morse, to release the bid on the one cruiser. **Motion passed 5-0-0.**

VII. SELECTBOARD

- a. **Executive Summary: Washington Electric Cooperative Line Extension Permit:** Motion by Selectman Morse, seconded by Selectman LeClair, to approve and sign the permit. **Motion passed 5-0-0.**
- b. **2007 Liquor License Renewal Application: Cumberland Farms.** Motion by Selectman Morse, seconded by Selectman LeClair, to approve the license. **Motion passed 5-0-0.**
- c. **Tax Maps.** The Central Vermont Regional Planning Commission provided the names of some companies that Manager Allard could contact for preliminary information. Judy Bond (GrassRoots GIS) came and met with the Listers, the Manager, and the Zoning Administrator. A proposal was submitted. The purchasing policy was provided by Lister Chris Bradley and it was indicated that the Board must go out for competitive bids for this project. We will ask GrassRoots GIS to resubmit their proposal under with the competitive bid. The Listers had brought in Harry Roush (Vermont Department of Taxes) previously and he provided a copy of a handbook and a list of twelve (12) recommended companies. Lister Bradley is concerned that the handbook was not followed. Chair Adams stated that the policy will be followed and that the bid already submitted by GrassRoots GIS is not acceptable. This will come back to the Board after a competitive bid is done. The RFP will be presented to the Board and the Listers. Selectman Johnson would like to be sure that the cost of the public hearings is included in the RFP. The hope is that the RFP will be provided by the next meeting.
- d. **Status Reports: Various Projects**
 1. Selectman Morse is looking for the policies that the Board will working under. The new Board should adopt those policies and agree to work under them.

VIII. PUBLIC PARTICIPATION: Non-agenda items:

- a. Lister Chris Bradley would like to discuss a personnel issue (complaints and grievances with the Town Manager) with the Board. Selectman Morse is uncomfortable discussing this matter in a public forum. Also, because it is not on as an agenda item, anything done is advisory. Chair Adams stated that if this is between two public offices, it is not sensitive information. He would like to see a memorandum with a discussion of the problem and review of the complaint. The memorandum should be sent directly to the Chair. It will be on the agenda at the next meeting. The Board may move to an executive session at that time. Listers Bradley and Charlene Lathrop are prepared to resign if necessary.

IX. EXECUTIVE SESSION: Motion by Selectman LeClair, seconded by Selectman Johnson, to go into executive session with the Selectboard and current Board of Listers present. **Motion passed 4-1-0, with Selectman Morse voting in opposition.**

The Board went into executive session at 7:54 p.m.

Motion by Selectman LeClair, seconded by Selectman Johnson, to come out of executive session. **Motion passed 5-0-0.**

The Board came out of executive session at 9.22 p.m. No action was taken.

X. ADJOURNMENT Motion by Selectman Morse, seconded by Selectman Johnson, to adjourn. **Motion passed 5-0-0.**

The Board adjourned at 9:23 p.m.

Respectfully submitted,

Samantha H. Baraw

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next regular meeting.